

**CORPORATE PROPERTY
COMMITTEE**

14th September 2016

Present

- *Councillor R Springett – Chairman
- #Cllr S Smith – Vice-Chairman

- *Cllr M Baillie
- Cllr L M Barnes
- *Cllr G B F Coles
- *Cllr R W I Cooke – (Deputy Mayor)
- #Cllr A J C Fyson
- #Cllr B T Harriss
- *Cllr F J Hawke
- #Cllr R M Lyon – (Town Mayor)
- *Cllr R F Rendle

*Denotes attendance

#Denotes apology for absence

1. DECLARATIONS OF INTEREST.

There were none.

2. AMERICAN BATTLE MONUMENT.

The Chairman informed the meeting that a delegation from the American Battle Monuments Commission would be visiting Dartmouth on the 23rd and 24th October to determine the site of the proposed new monument. He and Cllr Rendle would meet with the visitors and Officers and Councillors from South Hams District Council in the Royal Avenue Gardens to decide on the best position for the monument.

3. **GUILDHALL.**

a) **Repairs to the Roof.**

The Clerk explained that during the survey of the Guildhall for damp, a leak in the roof where the building met Westwater Court had been identified (behind the stage). It was believed that this was caused by the flashing at that end of the roof having degraded; in order to replace this, scaffolding would be needed.

Members were asked to approve the Clerk seeking quotations for the work to be carried out.

Proposed: Cllr R F Rendle

Seconded: Cllr M Baillie

Recommended: That the Clerk seek quotations for the repair work to the Guildhall roof.

b) **Refurbishment Mayors Kitchenette and Toilet.**

Members were asked to consider if the refurbishment of the Mayors Kitchenette and toilet could be carried out following the refurbishment of the main toilets. A drawing of the area had been laid round the table. Members approved that this work should take place up to the value of the budget set by the Guildhall working group.

Proposed: Cllr R F Rendle

Seconded: Cllr F J Hawke

Recommended: That a specification be drawn up and the Clerk seek quotations for the work to the Mayor's kitchenette and toilet.

c) **Update on the works programme and report on a damp survey.**

A paper from the Mayor giving details of the costs of damp proofing materials and budgeted expenditure for the Guildhall refurbishment had been laid round the table.

Members agreed that the Clerk should seek comparative prices for the damp-proofing work and materials to compare with the prices already obtained.

d) New control panel for the Guildhall fire alarms.

The Clerk advised that the company contracted to provide fire alarm maintenance for the Guildhall had provided an estimate for a new Guildhall fire alarm panel. The existing panel was now out of date and not capable of being connected to any more call points which might be required in the future.

Proposed: Cllr F J Hawke
Seconded: Cllr G B F Coles

Recommended: That the Clerk seek quotations for a new fire alarm panel for the Guildhall with a budget of up to £2,000 and have this work carried out as soon as possible.

Cllr Cooke arrived at 6.15 pm

4. BUTTERWALK.

Following the plans for alterations and improvements to the shop premises at 6 Duke Street having been submitted to South Hams District Council, the owner of the shop lease had written to the Town Council as landlord requesting a further 15 year extension of the lease.

Proposed: Cllr R F Rendle
Seconded: Cllr R W I Cooke

Recommended: That the Clerk write to the owner of Dartmouth Wine Company to grant a 15 year extension of the lease from the end of the current lease in 2020.

5. TRANSFER OF ASSETS FROM SOUTH HAMS DISTRICT COUNCIL.

This item had been referred from Full Council on 5th September 2016 as members had requested more time to discuss the matter and the ideas on the transfer of assets from South Hams District Council in a paper circulated by the Mayor.

Cllr Rendle suggested that this would be better discussed by the sub-committee set up for this purpose. It was noted that Dartmouth Rugby Club had been offered all the Sports pitches at Norton by South Hams District Council and members asked that the District Council be requested to allow the Town Council first refusal on all Dartmouth assets before their disposal or sale.

The Clerk had requested a meeting for the sub-committee with the Leader of and Senior Officers from South Hams District Council; this would be held at the end of September 2016.

Proposed: Cllr R Springett
Seconded: Cllr R W I Cooke

Recommended: That South Hams District Council be asked to give the Town Council first refusal should they decide to sell or dispose of an asset in the Town.

Cllr Rendle left the meeting at 6.35 pm

Proposed: Cllr R W I Cooke
Seconded: Cllr F J Hawke

Resolved: That in view of the confidential nature of business about to be transacted, it was in the public interest that the press and public be excluded and that they be instructed to withdraw.

6. NEW WOOD PANELING IN THE COUNCIL CHAMBER.

Details of three quotations for new wood panelling in the Council Chamber with details of the basis of the quotations were laid round the table.

Proposed: Cllr R W I Cooke
Seconded: Cllr F J Hawke

Recommended: That the Town Council accepts quotation 2 for £8,300.00.